

Nominations for co-chair to help organize Research Day in 2014

A message from the Research Day Organizing Committee

Dear Colleagues, Postdocs and Graduate students,

On behalf of the Research Day organization committee, we wish you a happy new year!

This year, the 8th Annual Faculty of Dentistry Research Day will be held on Thursday, March 28th, 2013 at the Holiday Inn Montreal. In addition to the oral presentation and poster presentation activities, we will **elect a new co-chair to help organize Research Day in 2014. The co-chair will become the Chair of Research Day in 2015.** We are now looking for nominations and encourage all students to participate in this new initiative. Organizing committee consists of the Chair, Co-chair and Advisor (Dr. Kaartinen). Marlene Balena assists in all aspects of organizing the event (rentals, catering, booklet etc.).

The requirements for this position are:

- 1) The trainee must remain in the Faculty until 2015.**
- 2) The supervisor of the student needs to agree to the nomination.**

The responsibilities of the Co-Chair and Chair are as follows:

Co-chair

- Build program from submitted abstracts with Advisor (oral and poster presentations)
- Suggest keynote speakers to the committee
- Select and organize committees for awards, moderators and volunteers for Research Day jointly with Chair and Advisor
- Host the event jointly with Chair

Chair

- Compose call for abstracts emails and notifications for Research Day (based on templates)
- Invite and communicate with the Keynote Speaker
- Verify and apply for sponsorship funds (PGSS and RSBO)
- Select and organize committees for awards, moderators and volunteers for research day jointly with Co-Chair
- Host the event jointly with Chair

If you are interested in Co-Chairing the 2014 Research Day, **please submit your nomination by emailing iris.boraschidiaz@mail.mcgill.ca with your name, program and year, email, photo, title or name of your project, and name of supervisor(s)**. In addition, your nomination email must also be cc:ed to your supervisor(s) implying he/she agrees in the student nomination.

The deadline for nominations will be **Friday, March 15th, 2013 at 11:59pm**. The elections will be held **on the Research Day, and the new co-chair will be announced at the end of the day by Dr. Kaartinen.**

Please do not hesitate to contact us if you have further questions

Regards,

Research Day Organizing Committee

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